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**Job Opening**

**Adult Sculling Program Coach**

# Position Summary

Mendota Rowing Club (MRC) in Madison WI is looking for a sculling coach to grow our team of adult scullers. The MRC sculling coach is responsible for supervising the sculling program comprised of rowers with various ages and skill levels. The focus of the sculling program is developmental and to produce independent scullers. Understanding how to run a team of adults whose jobs, families and travel obligations present unique challenges to consistent participation is essential. The Adult Program Sculling Coach is expected to create an environment where every participant can have a safe and positive rowing experience.

This a part-time salary position that requires coaching 2 morning practices per week between May 1 – Oct 1. This position includes a complimentary club membership, supplementary regatta day pay, and opportunities for professional development. A successful candidate will be able to lead and motivate adult rowers, articulate a vision, achieve results, foster trust, be flexible, have a high degree of integrity, and communicate effectively.

# Duties and Responsibilities

The Adult Program Sculling Coach communicates with and coordinates rowing activities and equipment usage with the other rowing programs in our club, including the Adult Program Rowing Coach, Adult Novice rowing program, the Learn-to-Row program, Parkinson’s Rowing Group, and any future rowing programs. S/he openly interacts with and provides regular feedback to scullers and maintains respectful behaviors with other program coaches, boathouse manager(s), and the Board of Directors.

## Practice

* 1. Develop and implement training programs that meet a competitive master’s crew and/or individual objectives. This includes on land workouts/training opportunities when water conditions do not allow for sculling practice to be held in boats.
  2. Coordinate and supervise, all program practices. This includes creating appropriate line ups based on who attends practice
  3. Allow only equipment in safe working order to be used. Report any equipment damage.
  4. Use discretion and follow club policy to determine safe rowing conditions including but not limited to lake traffic patterns.
  5. Provide opportunities for different levels of rowers by facilitating the technical, physical, and mental/ emotional development of all athletes.
  6. Oversee and encourage proper equipment handling techniques.
  7. Be aware of participants’ medical conditions and any special needs or limitations they may have.
  8. Teach members about sculling and exercise safety issues such as: water safety procedures, hypothermia, dehydration, heat stroke, and proper warm up and stretching procedures.
  9. Strictly enforce all club, local, state and federal safety rules and regulations at all times.
  10. Inform the Board president and other coaching staff about planned absences and vacations and make arrangements for program supervision in your absence.

(Over)

## Administrative

* 1. Verify that every participant is a paid, waiver-signed member, has completed the required water safety test, and has watched the US Rowing Safety video.
  2. Contribute to recruitment efforts to attract new rowers to MRC. Such efforts shall include maintaining connection to the other program participants and coaches throughout the water season and contributing to publicity opportunities or other initiatives to attract new rowers and Learn-to-Row participants such as National Learn to Row Day.
  3. Prepare written monthly report to Board of Directors
  4. Attend Board of Director meetings when asked to contribute to specific policy discussions
  5. Attend Coaching Committee and Safety Committee meetings
  6. Participate in club events such as work parties and boathouse maintenance activities

## Travel and Regattas

* 1. Coordinate with other program coaches to set line ups for races and provide support for sculling boats racing in regattas.
  2. Responsible for safe loading, travel, and return of the equipment including tools, spare parts, slings, tees and Traveling First Aid Kit.
  3. Coordinate equipment use with other program coaches.

# Knowledge, Skill, and Abilities Required

1. Minimum 4 years of rowing and/or sculling experience. An additional 1-3 years coaching experience is desired.
2. US Rowing Association Level 2 Coaching Certification or be able to attain within 1 year of hire. Maintain and expand your coaching skills through continuing education opportunities.
3. Knowledgeable and competent in boat rigging techniques.
4. Familiar with Wisconsin boating regulations and be able to drive a launch safely. WI DNR Boat & Water Safety Certification or ability to obtain within 60 days of hire.
5. Basic skills in boat and launch repair are desirable.
6. Red Cross CPR/AED/First Aid Certification or ability to obtain within 60 days of hire.
7. Familiar with boat handling techniques, rowing commands, boat and oar care, and MRC equipment handling policies.
8. Experience with social media and electronic databases
9. Become SafeSport certified

# Reporting Structure and Performance Evaluation

The Coach of the Adult Sculling Program reports to the MRC President and will receive an annual performance evaluation, normally conducted at the end of the fall rowing season. During this evaluation, s/he will provide a summary of accomplishments of the past sculling year, and bring issues forward for discussion.

**About Madison, Wisconsin**

Madison is one of only a few cities in the US that is continually ranked as one of the best places to live, bike, stay fit, learn, eat, be green, and buy a house. Home to the University of Wisonsin-Madison and one of the best rowing programs in the country, this is the place to be.

<https://www.cityofmadison.com/vision-awards/awards>

<https://www.visitmadison.com/media/rankings/>

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Applicants must be currently eligible to work in the US. We are an equal opportunity employer. Salary is commensurate with experience. Interviews will take place in March 2018. Must be available to begin work no later than May 1, 2019.

To apply, email a cover letter, resume, statement of coaching philosophy, and three references by March 1 to Elizabeth Zellmer at ezellmer@mendotarowingclub.com.